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Approved For Release 2005/08/16 : CIA-RDP76-00593R000100090005-6

SSA-DD/M&S 74-0446

30 May 1974

MEMORANDUM FOR: Acting Chairman, Travel Policy Committee

SUBJECT: Weight Limitations, Shipment of HHE

25X1
REFERENCE:



1. During the past few months we have had a number of inquiries concerning possible exceptions to the maximum weight limitations for the shipment and storage of effects of personnel being assigned overseas. The situations generally involve senior clericals and technical personnel in the GS-7 to 9 grade range. For example, an executive secretary who has 15 years of service and is a GS-9, step 10, makes a salary of \$15,821 per annum. As a mature, competent adult who has reached the top of her profession, it should be anticipated that her standard of living is well established and that her home furnishings are comparable to those normally possessed by others of her age and in her income bracket. If she is assigned overseas, however, her maximum weight allowance is the same as that of the newest GS-7. The same would apply to a GS-9 communicator who has years of service and a wife and children.

2. Our present regulations make no provision for an exception to the maximum weight limitations except for representational and operational reasons, and I should like to recommend that the Travel Policy Committee consider this at its next meeting. I propose that our regulations be amended to provide that, when an employee has completed twelve years of service with the Agency, his maximum weight limitation be based on his salary rather than his GS grade. This would be accomplished by authorizing the maximum weight allowance of the highest GS grade which, in step 1, is exceeded by the employee's salary. In the example cited above, the GS-9 executive secretary would be authorized the maximum weight of a GS-11, since her salary as a GS-9 is more than that of a GS-11, step 1, but less than that of a GS-12, step 1.

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I should also like to suggest that, whenever an employee in grade GS-13 or below has twelve years of Agency service, and when the recomputation of his maximum weight allowance on the basis of salary results in no increase in his weight allowance, he be authorized an additional 500 pounds each for himself and spouse. In no case would we exceed the maximum weight of 12,000 pounds with family or 7,000 without family.

3. The 1974 rotational travel is now beginning, and if a change is to be made it should be done as quickly as possible. It would also be appropriate, I believe, to make the changes applicable to all travel which commences after 1 May 1974. If there is any additional information you would like to have, or if there is anything we can do to support the recommendation, please let us know.



Special Support Assistant to the DD/M&S

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

SSA-DD/M&S

7 D 16 Hqs

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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